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SECTION C Descriptions and Specifications

SECTION C – DESCRIPTION/SPECIFICATIONS/WORK STATEMENT

I. Scope

The contractor shall provide for the lease, installation and maintenance of Security Alarm Systems located at the Carderock Division, Naval Surface Warfare Center, Bethesda, Maryland, in accordance with the specifications listed herein and in individual delivery orders issued hereunder.

II. Task

A. Lease/Installation

1. The listed equipment in Section B is for currently protected sites and they shall be leased/installed under the first delivery order that will be issued under the resultant contract and must be installed and operational no later than 31 May 2000. It is anticipated that the first delivery order will be for a one year period.

2. The contractor shall discontinue the lease of an individual equipment, or entire alarm systems, not less than 15 days after receipt of a discontinuance notice by the Government.

3. The lease payment for fractions of calendar months shall be computed at a rate of 1/30th of the basic monthly lease for each day the equipment was installed.

B. Installation of Additional Equipment

1. A written order shall be the only basis for lease of additional equipment. Orders for lease shall cover only the period specified in the order, unless otherwise extended by a modification to the order issued by the Contracting Officer

2. Once a requirement becomes known and prior to issuance of the order, the contractor shall submit a written proposal to the Contracting Officer with a proposed installation date for equipment. An order will then be issued and the contractor shall install equipment, ready for use, before the installation date (day, month, year) agreed to by the contractor and the Government as specified in the delivery order. The Contracting Officer's Representative (COR) will advise the Contracting Officer in writing if a delay, beyond the agreed to period of time, occurs. When an installation order is received, and a delay in installation is caused by the Government, a new agreed-to installation date shall be established by modification to the order.

3. The contractor shall certify in writing to the COR, that the equipment is installed and ready for use and provide the COR with documentation of equipment installation.

4. If the equipment is certified to be ready for use more than one day prior to the agreed to installation date, the Government may elect to use the equipment and change the installation date accordingly.

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5. The Government agrees to have the site prepared in accordance with the contractor's written request fifteen (15) calendar days before the installation date unless a shorter period of time is agreed to in writing. The site preparation by the Government covers such matters as provision of power sources and adequate facilities, but does not cover major site renovation.

6. The Government shall provide the contractor access to the site, prior to the installation date, for the purpose of installing the equipment. The contractor shall specify in writing to the COR, with a copy to the Contracting Officer, the time required to install the equipment.

C. Maintenance

1. The contractor shall keep all leased and Government owned alarm equipment in good operating condition and shall replace any alarm equipment, which fails to protect, with the latest "state of the art" equipment in accordance with OPNAVINST 5510.30A, DON Personnel Security Program, OPNAVINST 5510.36 DON Information Security Program Regulation, Physical Security Standards for Construction of Sensitive Compartmented Information Facilities, the Supplement to DCID 1/21, Manual for Physical Security Standards for Construction of Sensitive Compartmented Information Facilities, OPNAVINST 5530.14C, Navy Physical Security, and Defense Intelligence Agency Manual 50-3. The leased equipment shall be replaced at no cost. The cost to replace Government equipment shall be submitted in writing and agreed to prior to the actual replacement. The Government shall provide the contractor access to equipment to perform maintenance. Maintenance is considered to be included in the basic monthly lease charge and entitles the Government to maintenance service as required.

2. Preventive Maintenance – Preventive maintenance will consist of monthly service to the battery back-up system and selected protected areas. Such service will be certified in writing to the COR and is included in the monthly lease charge.

3. Service Calls – Maintenance shall be performed after notification that the equipment is inoperative. The contractor shall provide the maintenance for all equipment installed on site, and any extensions thereto. The contractor's maintenance personnel shall arrive at the Government site and any extensions thereto, within twenty-four (24) hours after being notified by the Government that maintenance is required. Such service calls will be made at any time a malfunction of the equipment results in an interruption in service which would compromise the security of the installation, 24 hours, 7 days a week.

4. Malfunction Reports – The contractor shall furnish to the COR, with a copy to the Contracting Officer, one copy of a report upon completion of corrective maintenance action. The report shall include, as a minimum, the following:

- (a) date and time notified
- (b) date and time of arrival
- (c) type and number of equipment
- (d) time spent for repair
- (e) description of malfunction
- (f) general description of parts replaced

5. Replacement Parts – There shall be no additional charge for replacement parts of leased equipment, unless such parts are required due to the fault or negligence of the Government.

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6. The contractor shall retain ownership of all recoverable leased equipment involved.

7. All necessary 110 volt AC connections required shall be provided by the Government.

D. Emergency Repairs

1. Emergency repairs are those repairs necessitated by the failure of the system components caused by means other than manufacturing defects and/or normal wear and tear.

2. The Government shall decide when emergency service and repairs are necessary.

3. The contractor shall furnish emergency service within four (4) hours of being notified that emergency service is necessary, and will be available 24 hours per day, 7 days per week. . Such emergency service calls will be made at any time a malfunction of the equipment results in an interruption in service which would compromise the security of the installation.

E. Training

The contractor shall provide on-site training for all systems provided under the contract including any upgrades during the performance of the contract. Approximately ten (10) employees shall be trained during a given training session which will be scheduled on a weekday between the hours of 8:00am and 4:00pm. The training will be provided before or on the date of installation of the initial set of equipment and before or on the date of installation of upgrades.